



Audio/Video Specialist II

Details

Job ID : 415

Title : Audio/Video Specialist II

Job Code : 1035

Salary : \$2,603.00 (Monthly)

Grade : 10

Tenured : YES

Job Departments

- Technology Services

Purpose

RESPONSIBLE FOR ENSURING COURTROOM AUDIO/VIDEO RECORDING IS PROVIDED TO ALL KENTUCKY COURTS BY DRAFTING INSTALLATION PLANS, SCHEDULING MAINTENANCE ON VARIOUS EQUIPMENT STATEWIDE, RESEARCHING NEW AUDIO/VIDEO TECHNOLOGY, AND OVERSEEING THE PROPER INSTALLATION OF EQUIPMENT.

Required Qualifications

Education : 4 Year College Degree

Education Substitute : None

Experience : 1 Year of Related Experience

Job Required Knowledge

- BASIC UNDERSTANDING OF AUDIO / VIDEO EQUIPMENT
- 1 YEAR OF RELATED EXPERIENCE MUST BE AS AN AUDIO/VIDEO SPECIALIST I

Job Skills/Abilities

- VALID DRIVER'S LICENSE
- LIFT AND CARRY AT LEAST 50 POUNDS

Job Duties

- COORDINATE AUDIO/VIDEO EQUIPMENT INSTALLATIONS, MAINTENANCE, ORDERS
- MAINTAIN PROPERTY ACCOUNTABILITY RECORDS
- ENSURE NECESSARY EQUIPMENT IS PROPERLY STOCKED
- MAINTAIN RECORDS SHOWING STATUS OF EACH LOCATION
- DRAFT AUDIO/VIDEO INSTALLATION PLANS
- DESIGN INTEGRATION OF TECHNOLOGIES AND INFRASTRUCTURE FOR THE DESIRED WORK PRODUCT
- MAKE RECOMMENDATIONS FOR NEW EQUIPMENT
- PROVIDE TRAINING TO ELECTRONIC TECHNICIANS
- OTHER DUTIES AS ASSIGNED